



RFP Debriefing Request Form

Dear Proponent:

As a broader public sector organization, the University of Guelph follows the BPS Procurement Directive established by the Ontario Government on supplier debriefing upon the conclusion of the competitive process.

During your debriefing, the University will provide the following information upon your request:

- A general overview of the evaluation process set out in the RFP;
- The strengths and weaknesses of your submission in relation to the specific evaluation criteria;
- Your evaluation scores;
- Our suggestions how you may improve future submissions;
- Any questions and issues you may have in relation to your submission.

Please note your debriefing will not cover:

- Information concerning other suppliers who participated in the RFP;
- Questions unrelated to the RFP process.

The University also welcomes your feedback on our RFP processes and practices. Thank you again for participating in our competitive bidding process.

Proponent Name _____

RFX Project _____

Preferred Debriefing Method _____

List of Questions You Are Seeking Answers For